



County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

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January 13, 2015

TO: Each Supervisor

FROM: 
Sheryl L. Spiller, Director

**SUBJECT: INTENT TO NEGOTIATE SOLE SOURCE CONTRACTS FOR THE
COMMUNITY COLLEGE CALWORKS PROGRAM**

In accordance with Board policy 5.100 on sole source contracts of \$250,000 or greater, this is to inform you that I intend to negotiate three-year contracts with all 13 Community College Districts (CCDs) in Los Angeles County effective July 1, 2015 through June 30, 2018 at an estimated annual cost of \$2.8 million funded by CalWORKs Single Allocation dollars. The current contracts with the CCDs expire June 30, 2015.

Contracts with the 13 CCDs are necessary to assist CalWORKs participants attending community college to stay actively engaged and meet Welfare-to-Work requirements. The colleges meet these needs through a comprehensive intake interview; testing for basic skills; referrals to college career counseling; case management; and the return of documents to the Department of Public Social Services (DPSS). There are no other agencies in Los Angeles County that can adequately perform these services.

The 13 CCDs have provided these services since 2002. The CCD contractors have consistently provided quality and effective services. They continue to be viable partners in providing comprehensive support services that assist CalWORKs participants in achieving their self-sufficiency goals. We will proceed to negotiate the renewal of the sole source contracts two weeks after the date of this letter unless otherwise instructed by the Board.

If you have any questions or require additional information, please contact me, or your staff may contact Elizabeth Garcia, Assistant Director at (562) 908-8622.

SLS:RL:ma

c: Interim Chief Executive Officer
County Counsel
Acting Executive Officer, Board of Supervisors
Deputy Chief Executive Officer